Odd Semester Lesson Plan

Teacher name: **Mr. Satish Modgil**

Subject: **BC-104 COMPUTER APPLICATIONS IN BUSINESS**

October 2020

Introduction to Computers: definition, components and characteristics of computers; Input and output devices: memory and mass storage devices; Introduction to modern CPU and processors.

November 2020

Computer software: introduction, types of software: system, application and utility software; Programming languages

December 2020

Introduction to operating system: types and function of operating system; Realtime applications; Operating systems for Tabs, mobile phones, Android, etc.

January2021

Open source software: An overview. Application software: Spreadsheets, Word processors, Database management software; Networks basic, types of networks, topologies, media, hardware and software required for networking.

February 2021

Practical: A student must be able to work on Windows and be proficient in the use of MS Word, MS Excel, and PowerPoint.